



STATE OF MISSOURI
INFORMATION TECHNOLOGY ADVISORY BOARD
MEETING MINUTES
May 30, 2001

ATTENDEES:	Ron Welschmeyer, Chair Person	Gerry Wethington	Bill Perkins
	Sheri Morice	Gina Hodge	Jill Hansen
	Rex Peterson	Jeff Falter	Dennis Bax
	Gary Lyndaker	Cindy Renick	Rich Beckwith
	Tim Dwyer	Russell Helm	Don Lloyd
	Chris Wilkerson	Paul Wright	Jearl Reagan I
	Tom Robbins	Gail Wekenborg	Debbie Wells
	Tony Wening	Karen Boeger	Carl Medley II
	Scott Peters	Kathy Burris	John Mullen
	Christine Muller	Joe Stevenson	Jacqueline Wankum
	Brenda Wilde		

Ron Welschmeyer opened the meeting at 8:30 a.m.

ACTION ITEMS

1. Approval of the April 25th, 2001, Information Technology Advisory Board Meeting Minutes



With Correction noted moved by Jill Hansen

GENERAL BUSINESS

1. CIO Update (Gerry Wethington)

Last month we talked about Total cost of ownership/Return on investment program and handed out a copy of some material that we had gathered from the state of Iowa. In next 7-10 days you will receive a draft that we developed from multiple states and other areas. It aligns with the Form 5's so that the worksheet that you put together as a result of the Total Cost of Ownership transfers to the Form 5's. Going to go through the process to web enable the total solution. Please send Gerry Wethington your comments in regards to the cost of ownership. A draft was sent to Senator Russell and Marty Drewel of the Senate, Steve Price and Representative Green of the House, and Mike Hartman for their review. Comments due by end of this week. After comments are received it will be circulated to ITAB Members with comments expected back in about 2 weeks. Want to have in place by FY 03. Even if you have no comments, please let Gerry Wethington know so he knows that you have seen it and have reached a consensus as a community before we move forward. Executives want to know that there is truly savings in the IT projects.

E-Government- still waiting on putting procedure on website on how to establish contracts. Won't hire FTE until July 1. Will do posting for new FTE over the next two or three weeks. Briefings on security is schedule for next week. We will produce project plan for E-Government with a focus of infrastructure. One of the FTE is for a Project Manager, and then we will spend some time talking to Gail Wekenborg and Ron Thomas to see what type of knowledge for the other position and make sure we end up with the right mix of people.

Gerry Wethington has a meeting in Washington DC on June 11: 43 applications submitted to National Governors' Association. Of the 43 submitted they will award 25. Missouri was ranked #1 for Grant and money will be available July 1st and House gave us spending authority for this Federal Grant.

We are updating the OIT website. If anyone has any comments or opinions please forward them to Gerry Wethington.

A conference call with Bob Biomontie is scheduled about Lotus Notes. If you have any concerns or questions please get those to Gerry Wethington so he can discuss them with him at the conference call. We will probably talk about replacing the Lotus Notes support representative that we have.

I was approached last week by Mike Hartman asking me to meet with Senator Carnahan staff on Privacy on the Internet. Senator Carnahan is wanting to elevate the significance of privacy on the internet and she wants to make sure that we all have privacy statements associated with our webpages and that they are consistent throughout the states websites. There was a Privacy Policy that was adopted in 1997 by the digital media development group and submitted back to ITAB and we endorsed. Please go take a look at that policy and try to comply with what we approved.

Again I was approached by Mike Hartman asking me to begin to having conversation with Gail Wekenborg and OA/DIS about Network consolidation. The first task that we need to do is define network consolidation before we let the process dictate what the definition is. Senator Good's office is very interested in this project. On several occasions he has asked about the relationship between the cooperative network, IVDN and MoreNet. Three biggest initiative that Mike Hartman wants to pursue are E-Government, Network Consolidation, and Architecture.

Passed out handout on OIT budget-

Gerry Wethington explained in detail each line of the handout.

Please contact Sheri Morice or Gerry Wethington's office for copies of this handout.

2. Architecture (Bob Meinhardt)

Domain facilitated sessions scheduled for the month of May have been rescheduled for July due to budget constraints. Five names have been submitted to make up Architecture Review committee. They are Gary Lyndaker, Ron Welschmeyer, Rex Peterson, Lew Davison, and Mary Willingham. This committee will review the overall document. The architecture committee is proceeding with the architectural givens (common issues across agencies). A list of architectural givens will be produced and sent to the review committee. Hope to have to them in the next couple of weeks. Gerry Wethington would like for the review committee to meet at least twice in the month of June to react to the document. Would like to come back in June for ITAB endorsement. The expectation of the review committee is to look at the document, because this will be the basis for the facilitated sessions in July. This will become the roadmap. The review committee needs to make recommendations to ITAB that this architecture be adopted as policy for this community.

3. Project Management Update (Tom Stokes)

No Report

4. Prime Vendor Update (Carl Medley)

Orders flowing smoothly. Each director should have received account receivable reports, feel free to give Carl Medley feedback. Primary discussion today is concerning Microsoft licensing changes. Hand out given of changes to licensing (note dates and additional pricing changes). Please contact Carl Medley or Sheri Morice for Copy of Licensing Changes. Microsoft representative will be in Jefferson City the middle of June if you want to discuss agency specific impacts.

Two items being offered by Lotus; 1) a subscription renewal and 2) services and support. We have the product pricing. This should have been distributed to those agencies impacted. Contact Carl Medley if you need this information. Lotus notes service support is effective until end of Sept. Waiting to hear from Lotus on pricing for services and support. We have 3-4 months until service and support runs out.

5. Internet/MOREnet Update (Tony Wening)

Going to be deploying some traffic shaping devices out to larger higher education institutions to develop their own quality of service policies. Decision will be made at each local institution level. Shaping traffic

on networks at the four year institutions will help us learn and may help us to shape traffic of state agencies. They will provide feedback to Gail and ITAB.

6. Statewide Purchasing Update (Karen Boeger)

Handouts of Statewide contracts as of 5/29/01. Please contact Karen Boeger or Sheri Morice for copy. The states purchasing contracts as they relate to I/T will be on the website in the near future. This will include commodity and service contracts. Replacement proposal for existing Meta services is being worked on and there is a pre-proposal conference on June 7th with bids to close on June 25th. The statewide I/T consulting contractor needs to get underway as the current contract expires in February. Karen Boeger has meetings in June scheduled with Gerry Wethington and Bob Meinhardt to prepare a draft for the re-bid. Others are invited to attend. Invitations to attend a meeting to discuss statewide networking product and services will be sent out to agencies. This effort will replace the current ATM contract, the networking products contract, and the data networking consulting services contract. We will end up with two separate bids. One being the products bid and the other being the services bid.

A concern was raised about discussions between consultants and State employees. Please caution employees about speaking to consultants about going to other consulting vendors to get employment opportunities. We want to avoid these discussions.

7. Personnel Committee Update (Ron Welschmeyer)

Management Position was approved and a letter was sent to the Human Resource dept of each agency.

8. MOTEC Update (Jill Hansen)

Jim Roggero is currently the vice-chair of MOTEC and will become Chair in July. We will need a vice-Chair to fill that position. Any information in regard to training outside of JC please let Tom Robbins know. A meeting will be schedule to talk about all the committees and look at candidates to Chair and Vice-chair the committees. Continue to send letters about ITAB membership. This will help us determine who is available for these committees.

9. Security Committee Update (Rex Peterson)

Met this month and formed 3 work groups – firewall standards Wes Treat of OA is the Chair, PKI digital certificate John Bax of OA is Chair, and Incident Security and follow up and we have not had a volunteer to Chair this committee. If you would like someone on those committees please let Rex Peterson know.

Committee would like to recommend designating a security contact in each agency. This person should be responsible for the overall security of the Agency.

IBM Presentation June 5 at 8:30 at IBM building – General approach to security.

10. State Data Center Steering Committee Update (Gail Wekenborg)

SDC held first planning session last Thursday. Agency planning was discussed to learn more about what applications are being developed for the mainframe and what applications are being removed from the SDC. This will help the SDC with there strategic planning Good meeting - good communication between customers. When customers talked about applications being developed or changed, other committee members would ask how it was going to effect their interface, bringing to the attention that other agencies were going to be effected by the changing of applications. Customer satisfaction was talked about - E-government applications, Concerns about Cool Contract, Issues of Encryption, network consolidation, voice driven applications (where is this going to fit in the overall scope of things).

Presented draft cost allocation plan for FY02 and that will be voted on in the June SDC meeting

11. HIPAA Update (Gary Lyndaker)

No statewide activity last month. Meeting will be set up in June with Mike Hartman on HIPPA. Will be talking about having statewide representation. Need some legal understanding and ruling on who is affected. Planning to schedule subcommittee meeting in late June. Gerry Wethington has a meeting tomorrow with Quentin Wilson to discuss HIPPA. Setup standards last October so will be implemented in October 2002. Need to be compliant 2 years after standards approved. This will give us flexibility on when penalties will be applied. They wrote the legislation not realizing the states' were involved. They wrote the legislation with the intent on effecting Medicare and Medicaid and the private sector providers. When we told them about the effect on the states, they asked what they needed to do. Hopefully over the next 3-4 months we can get some provisional relief from the legislation. Met with various people and justice community and they did not realize they were affected. In the standards so far is there a requirement for encryption? Encryption is going to be driven by a couple of things and seems to be coming in 2003. E-Government has some money for encryption. We will need to make some decisions on this in the next couple years.

12. Sam II Data Warehouse Users Group (Mary Willingham)

Did have a meeting with the User Group. Had a great turn out. The meetings are set for the 3rd Thursday of the month, 9-11 in the morning.

Alert - interfaces on SAM II will have to be changed and eliminate requirement for a batch header effective July 1, 2001.

13. Lotus Notes Update (Mary Willingham)

See above notes in Prime Vendor section on Lotus.

OPEN DISCUSSION

none

REVIEW OF ACTION ITEMS

NEXT MEETING

1. The next ITAB Meeting is scheduled for **Wednesday, June 27, 2001**, at 8:30 a.m. at the Interpretive Center of the Kirkpatrick State Information Center.

RW/sm

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Representatives of the news media may obtain copies of this notice by contacting:

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